

Introduction

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CATALOG AND GUIDE FEATURES

The *Census Catalog and Guide: 1996*, the 50th edition of the publication, is both a comprehensive catalog and a substantial guide to the programs and services of the Census Bureau. As a catalog, it describes

or lists the products (such as reports and machine-readable files) issued from mid-1993 through 1995. (Those issued since 1995 appear in the *Monthly Product Announcement*, described under “Keeping Up To Date,” below.)

Readers interested in Census Bureau products issued from 1988 through 1993 should refer to *Census Catalog and Guide: 1994*, which provides a generally complete record of those years.

The *Census Catalog and Guide: 1996* also includes a number of guide features, such as a chart on product series in the Product Overview chapter and an extensive Sources of Assistance appendix. Chapters have introductions that provide key information about the censuses, surveys, and other programs that are the sources of data products described in the chapters.

Most products are organized by subject into such chapters as agriculture, business, and foreign trade; but a special section combines references for the 1990 Census of Population and Housing.

This volume offers many other aids to readers, including indexes to titles and subjects. The abstracts are numbered, and index entries generally cite the numbers of relevant abstracts. These numbers should not be used when ordering data products, though.

The word “New!” appears above the title of any product which is, in whole or in part, new with this *Catalog/Guide*. A never-before-issued product will be flagged as new, and so will periodicals, new editions of earlier products, and series in which one or more new items have appeared.

Symbols above a title indicate the form(s) in which a product is available: for a printed report or other paper copy, a □; for microfiche or paperprints made from microfiche (these products may not be offered; contact Customer Services), a ■; for a computer tape reel or tape cartridge, a Ⓜ; for a diskette (i.e., “floppy disk”), a Ⓛ; and for a compact disc with “read only memory” (CD-ROM), a ©.

The *Catalog/Guide* also flags, with the symbol Ⓛ, some of the products available, in full or in part, online. This resource is expanding. See Online Options

on page 2 for online accessing information. Products available via fax, through the Census Bureau’s “FastFax” service, are identified in abstracts’ ordering information sections.

KEEPING UP TO DATE

To update bibliographic references in the *Catalog/Guide*, subscribe to the *Monthly Product Announcement* (MPA), the free publication which lists all Census Bureau products as they come out. MPA, *Census and You* (a monthly newsletter), and other useful Census Bureau reference sources are briefly described below.

MPA lists all new Bureau products—primarily publications and data files—and includes ordering information and order forms. Unlike the *Catalog/Guide*, the MPA does not describe every data product; it usually presents abstracts of one or two new ones, briefly describes several others, and lists the remainder.

Each MPA covers products for a month and may be discarded when the annual *Catalog/Guide* including the period is published. No further reference to the February 1996 MPA (which covers December 1995) or earlier issues is necessary for users of this edition of the *Catalog/Guide*, since it reports on products released through December 1995.

Data users may arrange to receive MPA free of charge by contacting Customer Services at the address or telephone number noted below. MPA and MPA-type listings of new products, updated every few days, appear online, as discussed under “Online Options,” below. They also are available by E-mail subscription. (See abstract number 44.)

Alternatively, users may subscribe to the *Daily List*, generally issued three or four times a week, showing product releases each day and also what is sent to print. An annual subscription is \$300. Send checks, payable to Commerce-Census, to Customer Services.

Census and You, a monthly newsletter issued by the Bureau of the Census, highlights new statistical findings and keeps data users informed about important new Bureau products, census and survey plans, and other program developments.

Readers may subscribe to *Census and You* for 1 year for \$21 through the Government Printing Office (GPO). To subscribe, use a GPO order form from the Ordering Products section and cite the List ID "DUN."

The record of Bureau of the Census publications from the first census to 1972 appears in the *Bureau of the Census Catalog of Publications, 1790-1972*. It is available from Customer Services for \$8. Annual, noncumulative Census Bureau catalogs were issued during the balance of the 1970's. They are out of print but may be available on microfiche and on paper-prints made from microfiche. Contact Customer Services.

The *Census Catalog and Guide: 1989* covers the period 1980 through 1988. The 1994 edition covers mid-1988 through 1993.

For further information on Census Bureau products and services, contact Customer Services, Bureau of the Census, Washington, DC 20233 (telephone 301-457-4100; or, for the hearing impaired, TDD: 301-457-4611).

HOW TO ORDER

General

Readers generally should order publications from GPO or its bookstores (see appendix B), and data files and technical documentation from Customer Services. Individual abstracts in this Catalog/Guide note the exceptions. Before ordering a product, though, it is always wise to check with Customer Service—a report may have sold out, a new edition may have been published, or some other change may have occurred that would affect your order.

For more detail about ordering, see the Ordering Products section at the end of the Catalog/Guide. It is followed by copies of order forms. Use the GPO order form to order publications or other products from GPO. Use the Census Bureau's publications order form for publications from the Bureau. Use the electronic media and other products order form for computer tape, compact disks, diskettes, and technical documentation. The Ordering Products section also discusses maps sold by the Census Bureau.

In addition, that section describes some convenient alternatives to the general rule that payments must accompany orders. For example, GPO offers a "standing order service" for advance orders of future editions of many publications. GPO fills such orders as soon as the publication is printed, often saving buyers weeks. See the discussion of the GPO standing order service in the Ordering Products section for details.

Publication series available by subscription are described in abstracts and listed in appendix A.

For information on availability and sale of products, call Customer Services, telephone 301-457-4100. Or visit "Market Place" at the Census Bureau site on the Internet (<http://www.census.gov>).

For information on product content, contact the appropriate specialist (see the "Census Bureau—Washington" list in appendix B) or other sources of assistance discussed below. For information about the Catalog/Guide, call 301-457-1221.

FastFax

The Census Bureau offers excerpts from many reports and sometimes complete reports via telefacsimile (fax) machine, too. If a product (in full or in part) is available through our FastFax service, it is noted in the product's abstract. To access FastFax, dial 1-900-555-2Fax. There is a charge of \$2.50 per minute while ordering—no charge is made for the document transmittal time via fax.

ONLINE OPTIONS

Data users interested in online access to Census Bureau data have three options, each described in greater detail below. One is CENDATA™, an online system accessed through private information service companies. The Internet also offers access to a wide selection of data. Finally, the Census/BEA (Bureau of Economic Analysis) Electronic Forum can be accessed by calling directly.

CENDATA™

Data users can get many current statistics, announcements of new products (including the *Monthly Product Announcement*), and other information on the Census Bureau's online data system, CENDATA™. (See figure 1 on page 5.) CompuServe and DIALOG, information service companies, offer CENDATA to their customers. For more information about CENDATA content and online services, call:

CompuServe, 800-848-8199
DIALOG, 800-334-2564

Or, for content information only:

Microdata Access Branch
Administrative and Customer Services
Division
Bureau of the Census
Washington, DC 20233
301-457-1242

Internet

The Census Bureau offers an Internet data stop that provides access to product descriptions, the *Monthly Product Announcement*, and a wide cross section of information ranging from agriculture to industry to population.

All Census Bureau publications released by the Government Printing Office since January 1, 1996, as well as selected reports printed before that date are presented in the Electronic Subscription Service section of the Census Internet site.

The Census Bureau's Internet site can be accessed using these protocols:

World Wide Web:
<http://www.census.gov>
ftp: [ftp.census.gov](ftp://ftp.census.gov)

For specific technical questions, you may E-mail to webmaster@census.gov or call 301-457-1242.

Census/BEA Electronic Forum

The Census/BEA Electronic Forum is an electronic bulletin board jointly sponsored by the Census Bureau and the Bureau of Economic Analysis, both part of the U.S. Department of Commerce. The Electronic Forum offers online access to press releases, listings of new data products, the *Monthly Product Announcement*, selected data file excerpts, and other information.

For online access to the Electronic Forum, dial 301-457-2310; for information, call 301-457-1242.

OTHER SOURCES OF CENSUS PRODUCTS AND SERVICES

Users may buy or refer to Census Bureau products and consult with specialists at locations throughout the country. This section describes several sources of assistance.

Appendix B, Sources of Assistance, lists many organizations offering statistical products or services. A section of the appendix, titled "Federal Statistical Reports by Agency," describes the programs of several Federal statistical agencies and highlights some of their data products.

The information on Federal reports is followed by a list of Federal agencies with programs likely to be of interest to statistics users, provided by the Association of Public Data Users (APDU). APDU is an organization of users, producers, and distributors of Federal, State, and local government statistical data who are concerned about the availability, use, and interpretation of public data. (For more information, contact information, write to Ms. Deborah Gona, APDU Transition Coordinator, Gona

& Associates, 1528 Green Hills Road, Lexington, KY 40505; 606-299-0704 (phone/fax); E-mail: dgona@delphi.com.)

Depository Libraries

Depository libraries sponsored by the Federal Government are valuable sources for Census Bureau documents. These libraries are of two kinds.

First are libraries that belong to the U.S. Government Depository Library System. They choose to receive (from the Government Printing Office) those Federal publications which they think their patrons will need. Of the more than 1,400 libraries now in the system, many receive at least some Census Bureau publications. An additional 130 libraries are of the second kind. They belong to the Census Library System. They are given selected publications by the Bureau to help make sure that reference and research collections are conveniently located for most people.

The libraries in the two depository systems are listed in appendix B. Since some depositories have few Census Bureau publications, you should check with them before going.

Data/Information Centers

The Census Bureau began the State Data Center program in 1978 to make statistical information more readily available to the public. The program now includes all States, the District of Columbia, Puerto Rico, Guam, the Virgin Islands, and the Northern Mariana Islands. The Bureau furnishes data products, training in data access and use, technical assistance, and consultation to the data centers. They, in turn, offer products and assistance to community leaders, planners, business people, and others.

A State Data Center (SDC) usually includes a State executive or planning agency, together with a State university, the State library, or both, and several affiliates, such as public libraries, university research centers, and regional planning agencies, throughout the State. SDC agencies and affiliates are part of the "Data/Information Centers" list in appendix B.

A number of States also participate in the Census Bureau's Business/Industry Data Center (BIDC) Program. Participants receive economic data and related assistance and training from the Census Bureau and other Federal agencies to further development in their States and to assist businesses and other users of economic data. BIDC affiliates include such organizations as chambers of commerce and small business development centers. (See the "Data/Information Centers" list, appendix B.)

The Census Bureau sponsors the National Census Information Centers program, designed to give nonprofit organizations with a focus on minority concerns better access to census data. Participants receive

relevant Census Bureau data and disseminate them to their member organizations and the public. For a list of participants, see the "Data/Information Centers" list in appendix B.

For more information, contact the Customer Liaison Office (301-457-1305).

Federal-State Estimates and Projections Programs

The Federal-State Cooperative Programs for Population Estimates and Population Projections include participants in all States, the District of Columbia, and Puerto Rico. Working in cooperation with the Census Bureau, the participants, normally associated with a State agency or university, prepare population estimates and population projections. For a list of participants, call 301-457-2422.

National Clearinghouse

The National Clearinghouse for Census Data Services is a listing of organizations offering census data-related services and assistance. Organizations registered with the Clearinghouse offer assistance ranging from seminars or workshops to tape copies or extracts. They are not franchised, established, or supported by the Bureau. Each determines its own methods of operation, prices, and the clientele eligible for services. Contact Customer Services for a list of these organizations.

TIGER Resource Vendors

A number of private companies, universities, and other organizations have notified the Census Bureau that they offer processing and other services relating to the use of a computer-mapping data base, the TIGER/Line™ files. (For more information about TIGER, see the Geography chapter of this Catalog/Guide.) As a service to TIGER users, the Census Bureau has prepared the *TIGER Resource Booklet* with information about these vendors. For a copy, write or call Customer Services, Bureau of the Census. Various data centers and Clearinghouse organizations also offer TIGER-related services.

Census Statistical Areas Committees

Census statistical areas committees consist of local data users with an interest in the census statistical areas programs. These committees exist in all metropolitan statistical areas and some other counties. They recommend or approve the boundaries for such geographic statistical units as census tracts, census designated places, and census county divisions.

For the name of the committee liaison in your area, contact the Bureau regional office nearest you. (See appendix B.)

International Trade Administration

The U.S. Department of Commerce has International Trade Administration offices in many large cities. Furnishing services mainly for businesses, these offices keep reference libraries which include some Census publications. For a list of the offices, call 202-482-2683

Census Bureau—Regional Information Services

The Bureau's regional offices offer educational, inquiry, and reference services to organizations and the public. Information services specialists in the 12 offices (listed in appendix B) assist data users across the country. They furnish information about Census Bureau reports and data files, and make presentations at workshops and conferences.

Census Bureau—Washington

Training activities—The headquarters' staff conducts seminars and workshops on various topics periodically in Washington or other cities. They last from one-half day to 4 days, and there is a nominal fee. Courses include:

Census Bureau Data on CD-ROM
Understanding Federal Statistics
Using EXTRACT With Census Bureau CD-ROM's

For information, contact the Customer Liaison Office, Bureau of the Census, Washington, DC 20233; telephone 301-457-1210.

Telephone consultation—The place to call for general information about products and how to order them is Customer Services (301-457-4100; TDD: 301-457-4611). Also, subject-matter specialists from all areas of the Census Bureau may be consulted by telephone. See the "Census Bureau—Washington" list in appendix B.

RETURNS KEPT CONFIDENTIAL

Information collected by the Census Bureau from individuals, households, or firms is strictly confidential and may be used only for statistical purposes.

By law (Title 13, U.S. Code) the Census Bureau cannot furnish copies of individual returns or issue any statistics which identify or disclose individual information. (See the next section for information on how to obtain official transcripts for such purposes as proof of age.) Confidentiality extends to names and addresses; thus the Census Bureau cannot supply lists of persons or firms reporting to it.

PERSONAL CENSUS RECORDS SERVICE

Census staff will search the records of Federal censuses of population from 1910 on, stored at Jeffersonville, IN, and provide, for a fee, official transcripts of personal data to individuals who lack other birth or citizenship documents. Government agencies and employers often accept these transcripts as evidence of age and place of birth for obtaining employment, qualifying for social security benefits, and other purposes.

Because of Census Bureau confidentiality requirements, the personal information recorded in these censuses may be furnished only upon the written request of the named individual or his or her legal representative.

A fee of \$40 covers the cost of making the search and certifying the results. Additional copies of the transcript are \$2 each. A full census schedule providing further information recorded about the named individual(s), depending on the particular items shown in a specific census, costs \$10 more per name, that is, a minimum total of \$50.

Application forms, with more detailed information, can be obtained by contacting the Personal Census Search Unit, Bureau of the Census, P. O. Box 1545, Jeffersonville, IN 47131; telephone 812-285-5314.

SPECIAL SERVICES

In addition to offering statistical products, the Bureau of the Census can provide special services on a cost-reimbursable basis. These services can be provided to the extent that (1) they conform to applicable law, (2) they do not interfere with the requirements of Census Bureau work authorized by direct appropriations, and (3) the requester reimburses the Bureau for all associated costs.

The Census Bureau can conduct special censuses (discussed later). It also can perform such services as designing and carrying out sample surveys (including collecting data by mail or field enumeration), providing population estimates and projections, making special tabulations of data collected in censuses and surveys, and giving other technical assistance.

Send inquiries concerning special services to the Director, Bureau of the Census, Washington, DC 20233.

Cost of Special Services

To assure that the general public does not bear any of the cost of special services to private groups and individuals, customers are charged at cost for such services. Government agencies also are furnished services at cost.

The cost of special services is determined on the basis of such factors as the quantity of data requested, the amount of work required to prepare the data, the complexity of data specifications requested, costs for personnel and equipment, and the medium (photocopies, computer tapes, and so forth) in which the data are made available, as well as planning costs and appropriate charges for overhead expenses. The charge for special services does not include the cost of collecting the data unless special questions have been added to a questionnaire at the customer's request or an entire survey is undertaken for the sponsoring organization.

Priority of Work

Priority in reimbursable work will be given to urgent work for matters of national interest, work for other Federal agencies, and work for State and local governments. Other work will be handled in the order in which it is accepted. It may be necessary, because of the pressure of higher priority work, to reject or reschedule projects.

Conditions for Special Services

Special tabulations or transcriptions of data—Special tabulations or transcriptions of data in the files of the Bureau of the Census will be undertaken on a cost basis, insofar as Bureau resources are available. Those requesting special tabulations should understand that the data are based on surveys paid for by public funds. The purpose for which such tabulations are obtained must not be contrary to the public interest or be used to give unfair commercial or other advantage to any person or group.

All specially prepared or unpublished data furnished by the Bureau will be accompanied, so far as feasible, by appropriate statements on the limitations of the data. When the condition of the data warrants it, the Bureau may specify that the material is for the information of the purchaser only and may not be published or that publication of such material must be approved by the Bureau before publication.

Parties interested in special tabulations should contact the Census Bureau's Customer Services at 301-457-4100 (TDD: 301-457-4611). Staff there will put requesters in contact with the appropriate subject-matter specialists to discuss details. A partial list of these specialists is included in appendix B.

Special surveys for original data—The Bureau of the Census will undertake projects that involve original collections of data on a reimbursable basis when the following conditions are present:

1. The Census Bureau has determined that the results are in the public interest. Before being undertaken by the Bureau,

the survey must also be approved by the Office of Management and Budget in accordance with the Federal Reports Act.

2. An understanding has been reached between the customer and the Bureau concerning plans for publication or other uses of the data, to maintain appropriate standards of accuracy and quality, and to include qualifications or credits to protect the Bureau and the public interest.

3. An understanding has been reached between the customer and the Bureau of the Census with respect to the confidential nature of the information furnished by respondents. The individual returns from such surveys must remain the property of the Bureau. Special tabulations may be made available to public or private groups from such returns under the same conditions as for regular Bureau records. Individual returns will be considered confidential, as they are for similar Bureau surveys; that is, no information will be released which might disclose the activities or the identity of any persons or organizations without their specific written approval. The only exception occurs when the Bureau serves as a collecting agency for another government agency (Federal, State, or local), in which case the confidentiality of the information and publication rights are determined by the conditions under which the data are collected.

Use of other special facilities—The Census Bureau may act as consultant to or agent for other groups on special statistical problems. The same requirements of public interest outlined above for special surveys for original data will govern where applicable.

SPECIAL CENSUSES

Upon request, the Census Bureau conducts special population censuses for counties, cities, villages, townships, and school districts needing up-to-date census figures. The requesting governments pay all associated expenses.

A special census can be conducted only with the authorization of the appropriate State or local government. For example, a countywide census must have the approval of the governing board of the county. A State or county can, however, contract to have a census taken for less than the entire jurisdiction.

For more information about special censuses, authorized officials should write or call the Office of Special Censuses, Room 315, Washington Plaza II, Bureau of the Census, Washington, DC 20233-3620, telephone 301-457-1429.

Figure 1. Types of Products on CENDATA™

MENU 01—Census Bureau Products, Services, and Contacts

MENU 03—U.S. Statistics at a Glance

MENU 04—Press Releases

MENU 05—Census and You (Newsletter excerpts)

MENU 06—Product Information

MENU 08—Profiles and Rankings

MENU 09—Agriculture Data

MENU 10—Business Data

MENU 11—Construction and Housing Data

MENU 12—Foreign Trade Data

MENU 13—Governments Data

MENU 14—International Data

MENU 15—Manufacturing Data

MENU 16—Population Data

MENU 18—1990 Census Data



MONTHLY PRODUCT ANNOUNCEMENT

*A way to know about new products from the
BUREAU OF THE CENSUS*

The *Monthly Product Announcement* (MPA) is a free listing of all Census Bureau products that become available each month. Included are order forms for requesting materials from the Census Bureau and the U.S. Government Printing Office. To subscribe, contact Customer Services (301-457-4100).

MPA also can be accessed online at the Census Bureau Internet site (<http://www.census.gov/>).

Subscribe Now!

Stay Tuned With *Census and You*!

More and more the Census Bureau is releasing data on CD-ROM or through the Internet. *Census and You* is your roadmap to the Census ramp off the information superhighway.

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- Valuable reference works like the *Statistical Abstract* and *USA Counties* – the best get better.

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